

AUDITING PROCEDURES REPORT

Issued under P.A. 2 of 1968, as amended. Filing is mandatory.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name NORWOOD TOWNSHIP	County CHARLEVOIX
Audit Date MARCH 31, 2004	Opinion Date AUGUST 5, 2004	Date Accountant Report Submitted to State: SEPTEMBER 30, 2004	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

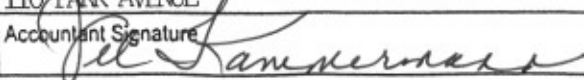
We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ yes ☒ no 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ yes ☒ no 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ yes ☒ no 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ yes ☒ no 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ yes ☒ no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ yes ☒ no 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ yes ☒ no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ yes ☒ no 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ yes ☒ no 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	X		
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

Certified Public Accountant (Firm Name) MASON & KAMMERMANN, P.C.			
Street Address 110 PARK AVENUE	City CHARLEVOIX	State MI	ZIP 49720
Accountant Signature 			

MASON & KAMMERMANN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

HUGH E. MASON
VELDA K. KAMMERMANN

110 Park Avenue
Charlevoix, Michigan 49720
Telephone (231) 547-4911
Facsimile (231) 547-5911

August 5, 2004

To the Board of Directors of
Norwood Township:

We have audited the financial statements of Norwood Township for the year ended March 31, 2004, and have issued our report thereon dated August 5, 2004. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated March 15, 2004, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of Norwood Township. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Significant Accounting Policies

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Norwood Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2004. We noted no transactions entered into by Norwood Township during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgement, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on Norwood Township's financial reporting process (that is, cause future financial statements to be materially misstated). In our judgement, none of the adjustments we proposed, whether recorded or unrecorded by Norwood Township, either individually or in the aggregate, indicate matters that could have a significant effect on Norwood Township's financial reporting process.

Disagreements with Management

For the purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Issues Discussed Prior to Retention of Independent Auditors

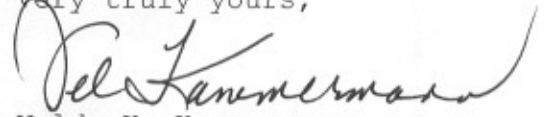
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Norwood Township's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing our audit.

This information is intended solely for the use of the Board of Directors and management of Norwood Township and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



Velda K. Kammermann

VKK/vmp

NORWOOD TOWNSHIP
CHARLEVOIX COUNTY, MICHIGAN

FINANCIAL STATEMENTS
AND OTHER FINANCIAL INFORMATION
for the year ended March 31, 2004

MASON & KAMMERMAN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
CHARLEVOIX, MICHIGAN

C O N T E N T S

	<u>PAGES</u>
INDEPENDENT AUDITOR'S REPORT	1
GENERAL PURPOSE FINANCIAL STATEMENTS:	
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP	2-3
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES - BUDGET AND ACTUAL	4-5
NOTES TO FINANCIAL STATEMENTS	6-10
ADDITIONAL INFORMATION:	
GENERAL FUND:	
STATEMENT OF REVENUES	11
STATEMENT OF EXPENDITURES	12-14
SPECIAL REVENUE FUNDS:	
COMBINING BALANCE SHEET	15
COMBINING STATEMENT OF REVENUE, EXPENSES AND CHANGES IN FUND BALANCE	16
SUPPORTING SCHEDULE, GENERAL FIXED ASSETS ACCOUNT GROUP, SCHEDULE OF GENERAL FIXED ASSETS	17

MASON & KAMMERMANN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

HUGH E. MASON
VELDA K. KAMMERMANN

110 Park Avenue
Charlevoix, Michigan 49720
Telephone (231) 547-4911
Facsimile (231) 547-5911

August 5, 2004

INDEPENDENT AUDITOR'S REPORT

To the Township Board of
Norwood Township:

We have audited the accompanying general purpose financial statements of Norwood Township as of and for the year ended March 31, 2004, as listed in the table of contents. These general purpose financial statements are the responsibility of Norwood Township's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Norwood Township as of March 31, 2004, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund and account group financial statements and schedules listed in the table of contents as additional information are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of Norwood Township. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Mason & Kammermann, P.C.

NORWOOD TOWNSHIP
ALL FUND TYPES AND ACCOUNT GROUP
COMBINED BALANCE SHEET
as of March 31, 2004

	GOVERNMENTAL FUND TYPE		FIDUCIARY FUND
	GENERAL	SPECIAL REVENUE	AGENCY
ASSETS			
Cash in bank	\$225,373	\$ 89,910	\$ 1,008
Due from other funds	1,008	-	-
Due from other governmental units	3,424	4,642	-
Fixed assets	-	-	-
Total assets	<u>\$229,805</u>	<u>\$ 94,552</u>	<u>\$ 1,008</u>
LIABILITIES			
Due to other funds	\$ -	\$ -	\$ -
Due to other funds	-	-	1,008
Total liabilities	226	-	1,008
FUND EQUITY			
Investment in general fixed assets	-	-	-
Fund balance	<u>229,579</u>	<u>94,552</u>	<u>-</u>
Total fund equity	<u>229,579</u>	<u>94,552</u>	<u>-</u>
Total liabilities and fund equity	<u>\$228,805</u>	<u>\$ 94,552</u>	<u>\$ 1,008</u>

The accompanying notes are a part of the financial statements.

ACCOUNT GROUP		
<u>GENERAL FIXED ASSETS</u>		<u>TOTALS (MEMORANDUM ONLY)</u>
\$	-	\$316,291
	-	1,008
	-	8,066
	<u>58,911</u>	<u>58,911</u>
	<u>\$ 58,911</u>	<u>\$384,276</u>
\$	-	\$ 226
	-	<u>1,008</u>
	-	1,234
	58,911	58,911
	<u>-</u>	<u>324,131</u>
	<u>58,911</u>	<u>383,042</u>
	<u>\$ 58,911</u>	<u>\$384,276</u>

NORWOOD TOWNSHIP

COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

ALL GOVERNMENTAL FUND TYPES - BUDGET AND ACTUAL

for the year ended March 31, 2004

	GENERAL FUND		
	BUDGET	ACTUAL	OVER/ (UNDER) BUDGET
Revenues:			
Property taxes	\$ 33,790	\$ 33,907	\$ 117
Licenses and permits	1,000	2,900	1,900
Intergovernmental	45,054	48,089	3,035
Miscellaneous	<u>11,835</u>	<u>20,785</u>	<u>8,950</u>
Total revenues	91,679	105,681	14,002
Expenditures:			
General government	143,092	48,394	(94,698)
Public safety	5,000	4,863	(137)
Highways and streets	60,233	6,029	(54,204)
Recreation	<u>2,000</u>	<u>-</u>	<u>(713)</u>
Total expenditures	<u>210,325</u>	<u>59,286</u>	<u>(151,039)</u>
Excess (deficiency) of revenues over expenditures	(118,646)	46,395	165,041
Fund Balance, April 1, 2003	<u>183,410</u>	<u>183,410</u>	<u>-</u>
Fund Balance, March 31, 2004	<u>\$ 64,764</u>	<u>\$229,805</u>	<u>\$165,041</u>

The accompanying notes are a part of the financial statements.

SPECIAL REVENUE FUNDS

<u>BUDGET</u>	<u>ACTUAL</u>	<u>OVER/ (UNDER) BUDGET</u>
\$ 48,838	\$ 51,811	\$ 3,973
-	-	-
-	-	-
<u>-</u>	<u>752</u>	<u>752</u>
47,838	52,563	4,725
-	-	-
15,000	13,500	(1,500)
90,000	9,502	(80,498)
<u>-</u>	<u>-</u>	<u>-</u>
<u>105,000</u>	<u>23,002</u>	<u>(81,998)</u>
(57,162)	29,561	86,723
<u>64,991</u>	<u>64,991</u>	<u>-</u>
<u>\$ 7,829</u>	<u>\$ 94,552</u>	<u>\$ 86,723</u>

NORWOOD TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

for the year ended March 31, 2004

(1) Summary of Significant Accounting Policies

The accounting policies of Norwood Township conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

A. Reporting Entity

In accordance with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 14, "The Financial Reporting Entity", these financial statements present the Local Unit (primary government). The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included. Based on these criteria, the Township has no component units.

B. Fund Accounting

The accounts of the Township are organized on the basis of funds and an account group, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into three generic fund types and two broad fund categories as follows:

GOVERNMENTAL FUND

General Fund - The General Fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - The Road and Fire and Ambulance Funds were established to account for millage voted by the taxpayers that has been restricted for road improvements and emergency services.

NORWOOD TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

for the year ended March 31, 2004

(1) Summary of Significant Accounting Policies (Continued)

FIDUCIARY FUND

Agency Fund - The Agency Fund is used to account for assets held as an agent for other governmental units and funds. The Agency Fund is custodial in nature (assets equal liabilities) and does not involve measurement of results of operations.

C. Fixed Assets

The accounting and reporting treatment applied to the fixed assets are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Fixed assets used in governmental fund type operations are usually accounted for in a General Fixed Assets Account Group rather than in governmental funds. No depreciation has been provided on general fixed assets. The account group is not a fund. It is concerned only with the measurement of financial position. It is not involved with the measurement of results of operations. All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

NORWOOD TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

for the year ended March 31, 2004

(1) Summary of Significant Accounting Policies (Continued)

D. Basis of Accounting (Continued)

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Expenditures are generally recognized when the related fund liability is incurred.

E. Budgets and Budgetary Accounting

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to March 15, the Township Board submits a proposed operating budget for the fiscal year commencing the following April 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted at the Township Hall to obtain taxpayer comments.
3. Prior to March 31, the budget is legally enacted.
4. The Treasurer is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the Township Board.
5. All budgets are adopted on a basis consistent with generally accepted accounting principles.
6. Appropriations expire at the end of the fiscal year.

Budgeted amounts are as originally adopted, or as amended by the Township Board. Individual amendments were not material in relation to the original appropriations.

F. Total Columns on Combined Statements

Total columns on the Combined Statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operation, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NORWOOD TOWNSHIP

NOTES TO FINANCIAL STATEMENTS

for the year ended March 31, 2004

(1) Summary of Significant Accounting Policies (Continued)

G. Use of Estimates

This presentation of financial statements in conformity with the modified cash basis of accounting requires the Township to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of receipts and disbursements during the reporting period. Actual results could differ from those estimates.

(2) Property Tax

Property taxes are levied on July first and December first and are payable by September fourteenth and February fourteenth. Property tax revenues are recognized when levied.

The township levied .9248 mills for general operating purposes, .9426 mills for road improvements and .4712 for fire and ambulance on state taxable valuation of \$36,657,762 on the 2003 tax roll.

The Township also bills and collects taxes for other governmental units, which are accounted for in the Agency Fund.

(3) Cash and Investments

Cash deposits and investments are recorded at cost which approximates market value. The Township has a policy to invest funds in excess of current needs with local federally insured financial institutions.

State statutes authorizes the Township to invest in the accounts of federally insured banks, credit unions and savings and loan associations; obligations of the United States, or any agency or instrumentality of the United States; U.S. government or federal agency repurchase agreements; bankers' acceptance of U.S. banks; commercial paper rated by two standard rating agencies within three highest classifications by not less than two standard rating services which mature not more than 270 days after the date of purchase and which involve no more than one half of any one fund.

The Governmental Accounting Standards Board Statement No. 3 risk disclosures for the Township's cash deposits are as follows:

Insured (FDIC)	\$100,000
Uninsured	<u>216,291</u>
Total	<u>\$316,291</u>

NORWOOD TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
for the year ended March 31, 2004

(4) Interfund Receivables and Payables

The amount of interfund receivables and payables are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$ 1,008	\$ -
Agency Fund	<u>-</u>	<u>1,008</u>
Totals	<u>\$ 1,008</u>	<u>\$ 1,008</u>

(5) Risk Management

The Township is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; error and omissions; injuries to employees and natural disasters.

The Township carries insurance for liability and workers compensation coverage.

(6) Commitments

Subsequent to year end, the Township has contracted for road improvements totaling \$130,000.

NORWOOD TOWNSHIP

GENERAL FUND

STATEMENT OF REVENUES

for the year ended March 31, 2004

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>OVER/ (UNDER) BUDGET</u>
Property taxes	\$33,790	\$ 33,907	\$ 117
Licenses and Permits, Building permits	1,000	2,900	1,900
Intergovernmental, State revenue sharing	45,054	48,089	3,035
Miscellaneous:			
Administrative and collection fees	9,835	13,137	3,302
Interest	1,000	4,603	3,603
Cemetery lots	300	1,705	1,405
Other	700	1,304	640
Total miscellaneous	<u>11,835</u>	<u>20,785</u>	<u>8,950</u>
Total revenues	<u>\$91,679</u>	<u>\$105,681</u>	<u>\$14,002</u>

NORWOOD TOWNSHIP

GENERAL FUND

STATEMENT OF EXPENDITURES

for the year ended March 31, 2004

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>OVER/ (UNDER)</u> <u>BUDGET</u>
General Government:			
Township Board:			
Wages	\$ 2,200	\$ 1,100	\$ (1,100)
Appeals board	1,600	1,180	(420)
Supplies	1,550	-	(1,550)
Dues and memberships	600	-	(600)
Professional services	4,000	2,181	(1,819)
Publishing	600	140	(460)
Payroll taxes	4,600	2,066	(2,534)
Dry hydrants	-	588	588
Planning services	500	-	(500)
Other	350	447	97
	<u>16,000</u>	<u>7,702</u>	<u>(8,298)</u>
Supervisor:			
Wages	3,000	3,475	475
Travel	700	240	(460)
Other	305	-	(305)
	<u>4,005</u>	<u>3,715</u>	<u>(290)</u>
Elections			
Wages	1,000	-	(1,000)
Publishing	200	-	(200)
Other	1,035	-	1,035
	<u>2,235</u>	<u>-</u>	<u>(2,235)</u>
Assessor:			
Professional services	7,000	2,877	(4,123)
Supplies	1,400	812	(588)
Maintenance	300	-	(300)
	<u>8,700</u>	<u>3,689</u>	<u>(5,011)</u>
Clerk:			
Wages	4,850	5,137	287
Supplies	900	559	(341)
Other	950	179	(771)
	<u>6,700</u>	<u>5,875</u>	<u>(825)</u>

(Continued)

NORWOOD TOWNSHIP

GENERAL FUND

STATEMENT OF EXPENDITURES

for the year ended March 31, 2004

	BUDGET	ACTUAL	OVER/ (UNDER) BUDGET
General Government (Continued):			
Board of Review:			
Wages	\$ 1,600	\$ 950	\$ (650)
Publishing	200	413	213
Other	650	281	(369)
	<u>2,450</u>	<u>1,644</u>	<u>(806)</u>
Treasurer:			
Wages	6,600	5,713	(887)
Supplies	1,300	970	(330)
Travel	450	178	(272)
Professional services	1,500	187	(1,313)
Other	350	120	(230)
	<u>10,200</u>	<u>7,168</u>	<u>(3,032)</u>
Zoning Administrator:			
Wages	2,100	1,925	(175)
Supplies	400	186	(214)
Other	500	127	(373)
	<u>3,000</u>	<u>2,238</u>	<u>(762)</u>
Township Hall:			
Contracted services	2,000	-	(2,000)
Utilities	950	403	(547)
Maintenance	10,100	1,258	(8,842)
Capital outlay	18,000	-	(18,000)
	<u>31,050</u>	<u>1,661</u>	<u>(29,389)</u>
Cemetery:			
Wages	1,200	2,320	1,120
Maintenance	100	-	(100)
	<u>1,300</u>	<u>2,320</u>	<u>1,020</u>
Street Lights, utilities	<u>1,000</u>	<u>837</u>	<u>(163)</u>
Insurance and Bonds	<u>5,000</u>	<u>5,664</u>	<u>664</u>

(Continued)

NORWOOD TOWNSHIP

GENERAL FUND

STATEMENT OF EXPENDITURES

for the year ended March 31, 2004

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>OVER/ (UNDER) BUDGET</u>
General Government (Continued):			
Planning Commission:			
Wages	\$ 6,000	\$ 5,360	\$ (640)
Supplies	1,000	60	(940)
Publishing	600	418	(182)
Education	500	-	(500)
Other	<u>200</u>	<u>43</u>	<u>(157)</u>
	<u>8,300</u>	<u>5,881</u>	<u>(2,419)</u>
Contingency	43,152	-	(43,152)
Total general government	<u>143,092</u>	<u>48,394</u>	<u>(94,698)</u>
Public Safety,			
Fire and ambulance	<u>5,000</u>	<u>4,863</u>	<u>(137)</u>
Highways and Streets:			
Maintenance	10,000	5,600	(4,400)
Improvements	<u>50,233</u>	<u>429</u>	<u>(49,804)</u>
Total highways and streets	<u>60,233</u>	<u>6,029</u>	<u>(54,204)</u>
Recreation,			
Township Park:			
Improvements	1,000	-	(1,000)
Contracted services	<u>1,000</u>	<u>-</u>	<u>(1,000)</u>
Total recreation	<u>2,000</u>	<u>-</u>	<u>(2,000)</u>
Total expenditures	<u>\$210,325</u>	<u>\$59,286</u>	<u>\$ (151,039)</u>

NORWOOD TOWNSHIP
COMBINING BALANCE SHEET
SPECIAL REVENUE FUNDS
March 31, 2004

	<u>ROADS</u>	<u>FIRE AND AMBULANCE</u>	<u>TOTAL</u>
ASSETS,			
Cash in bank	\$73,564	\$16,346	\$89,910
Due from other governmental units	<u>3,095</u>	<u>1,547</u>	<u>4,642</u>
Total assets	<u>\$76,659</u>	<u>\$17,893</u>	<u>\$94,552</u>
 Fund balance	 <u>\$76,659</u>	 <u>\$17,893</u>	 <u>\$94,552</u>

NORWOOD TOWNSHIP

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

SPECIAL REVENUE FUNDS

for the year ended March 31, 2004

	<u>ROADS</u>	<u>FIRE AND AMBULANCE</u>	<u>TOTAL</u>
REVENUES:			
Property taxes	\$34,544	\$17,267	\$51,811
Other	684	68	752
Total revenues	35,228	17,335	52,563
EXPENDITURES:			
Public safety, fire and ambulance	-	13,500	13,500
Highways and streets, road improvements	9,502	-	9,502
Total Expenditures	9,502	13,500	23,002
Excess of revenues over expenditures	25,726	3,835	29,561
FUND BALANCE, April 1, 2003	50,933	14,058	64,991
FUND BALANCE, March 31, 2004	<u>\$76,659</u>	<u>\$17,893</u>	<u>\$94,552</u>

NORWOOD TOWNSHIP
GENERAL FIXED ASSETS ACCOUNT GROUP
SCHEDULE OF GENERAL FIXED ASSETS
for the year ended March 31, 2004

	<u>BALANCE</u> <u>4/1/03</u>	<u>ADDITIONS</u>	<u>DEDUCTIONS</u>	<u>BALANCE</u> <u>3/31/04</u>
General Fixed Assets:				
Land and improvements	\$23,936	\$ -	\$ -	\$23,936
Buildings	31,885	-	-	31,885
Road signs	1,328	-	-	1,328
Office equipment and furniture	<u>1,762</u>	<u>-</u>	<u>-</u>	<u>1,762</u>
Total	<u>\$58,911</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$58,911</u>
Investment in General Fixed Assets, General Fund Revenues	<u>\$58,911</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$58,911</u>